

For Animal Producers and Confinement Site Manure Applicators

Manure Applicators Certification

Confinement Site Manure Applicators

House File 2494, passed in the spring of 1998, requires confinement site manure applicators in Iowa to be certified.

Confinement site manure applicators: A confinement site^{1,2} manure applicator is “a person, other than a commercial manure service or a commercial manure service representative, who applies manure on land if the manure originates from a manure storage structure.” These noncommercial applicators must be certified to apply or haul dry and liquid manure. Confinement site certification is not needed if the source of the manure is an open feedlot³ or a small animal feeding operation (SAFO^{4,5}).

Confinement site applicators may include people who are part-time employees of or who trade work with other active farmers. The following people are exempt from commercial certification, but must still have confinement site certification:

- someone actively engaged in farming and trades work with another active farmer,
- someone employed by an active farmer and applies manure only as an incidental part of the job,
- someone who applies manure as an incidental part of a custom farming operation, or
- someone who applies manure as an incidental part of their job duties.

Exemptions: Confinement site applicators are exempt from certification if they are:

- part-time employees or a family farm member of a confinement site applicator and are under the direct instruction and control of a certified confinement site manure applicator who is physically present and can physically observe and communicate with the supervised person at all times.

Becoming Certified

Confinement site certificates are good for three years. To obtain the first certificate, an applicator must:

- pass an exam or attend a two-hour certification training course,
- apply for certification on a DNR form 542-4011,

- pay the \$100 certification fee, and
- pay an additional \$25 annual education fee.



***Above:** Ideally, apply manure on relatively flat, dry cropland. The DNR recommends avoiding application on ground that is frozen or snow-covered, subject to flooding, adjacent to a stream or tile intake, and on steep slopes. More information can be found under animal feeding at www.iowadnr.com.*

Maintaining Certification

To maintain certification, applicators must attend two hours of continuing education each year of the three-year period or pass one test at the beginning of the three years. To provide proof of training in the second and third years, confinement site applicators must submit the pink copy of DNR form 542-4011 and the annual education fee to the DNR.

To renew a certificate:

- attend the first of three continuing education course(s) or pass the examination,
- send the renewal request on the DNR form 542-4011 prior to or postmarked by March 1, and
- include the renewal fees (certification and education fees).

Grace Period, Late Fees and Manure Application

There is a two-month grace period when confinement site applicators may apply manure after their certificate expires on December 31 of the third year. After March 1, they cannot apply manure until they have

¹ **Confinement site** means a site where there is located a manure storage structure which is part of a confinement feeding operation², other than a small animal feeding operation⁴.

² **Confinement feeding operation** means an animal feeding operation in which animals are confined to areas which are totally roofed.

³ **Open feedlot** means an unroofed or partially roofed animal feeding operation in which no crop, vegetation, or forage growth or residue cover is maintained during the period that animals are confined in the operation.

⁴ **Small animal feeding operation** means an animal feeding operation which has an animal unit capacity⁵ of 500 or fewer animal units.

⁵ **Animal unit capacity** means a measurement used to determine the maximum number of animal units that may be maintained as part of an animal feeding operation at any one time.

sent in their application for renewal. Applications for renewal postmarked after March 1 will be charged a late fee of \$12.50.

Duplicate Certificates

A \$15 fee will be charged for issuing a duplicate certificate. Send requests to the DNR, 502 East Ninth St., Des Moines, IA 50319.

Certification Training Courses

Iowa State University Extension offers certification courses throughout the state. For confinement site applicators, the course is two hours.

For more information about training opportunities, contact your local Extension office for an appointment. General information regarding the Manure applicator certification program can be found at <http://extension.agron.iastate.edu/immag/mac.html>.

Testing

The DNR administers certification tests for commercial and confinement site applicators. A passing score on the test is 35 out of the 50 multiple choice and true-false questions. Tests are one way to fulfill the training/testing requirement.

However, tests are required for those confinement site applicators who initially qualified for certification by taking a training session, but missed one or more of the three required annual training sessions. Those individuals must take a test in order to qualify to renew their certificate.

If taking a test, bring a photo identification card and a #2 lead pencil to the test site. Contact a DNR field office for test times and locations.

Training Manual and Test Preparation

Applicators may want to prepare for a test by reading the "Manure Applicator Certification Study Guide." The guides are available at <http://www.extension.iastate.edu/pubs/PM1779/homepage.html>. Guides may also be ordered from ISU Extension Publications at (515) 294-5247. Ask for Publication Pm-1779. The cost is \$20.

To pass the test, you should understand:

- the effects of manure on water quality,
- manure application requirements of the law,
- the relative concentration of nutrients in different types of storage structures,
- how to determine if a manure management plan is reasonable and accurate (e.g., know general application rates from different types of storage),
- what records must be kept, and
- what to do if a manure release occurs or is likely to

occur.

Anyone who does not pass the test may retake it on a different day.

Requirements for Manure Applicators

All applicators must comply with requirements for land application, including the minimum separation distances (*see DNR factsheet on Separation Distances for Land Application of Manure at <http://www.iowadnr.com/afo/factsheets.html>*). They must follow the manure management plan (if a plan is required). And, they must report any releases to the area DNR field office.

Recordkeeping requirements

Confinement site manure applicators who are required to submit manure management plans must maintain the following records for a minimum of three years (five years beginning Aug. 25, 2006) following application (or the length of the crop rotation, if greater):

- methods of application,
- dates when the manure was applied or sold,
- location of the field and number of acres where the manure was applied, and
- the manure application rate.

Disciplinary Actions

Certified confinement site applicators can lose their certification or be put on probation if they:

- violate state law or rules,
- fail to maintain the required records, or
- knowingly make false statements, representations or certification to the DNR.

An applicator whose certification is revoked cannot apply dry or liquid manure to the land. The applicator may reapply for certification after two years and will have to pass an examination. Failure to become certified or applying manure without a certificate can result in an administrative order, a civil penalty or a court action.

For More Information

DNR Field Office 1, Manchester	563-927-2640
DNR Field Office 2, Mason City	641-424-4073
DNR Field Office 3, Spencer	712-262-4177
DNR Field Office 4, Atlantic	712-243-1934
DNR Field Office 5, Des Moines	515-725-0268
DNR Field Office 6, Washington	319-653-2135

Report Manure Spills within 6 Hours Iowa spill hotline 515-281-8694

Questions about your certificate or the certification process? Call 515-281-5918.